Labor Market Information September 25, 2008 Notes

Slide 1: Today's webinar topic is labor market information that is information on state and local jobs and the workforce. My goal today is to give you a brief orientation on the labor market information products and services available from the Dept. of Labor & Economic Growth, and how this information may hopefully be useful to you in your jobs.

Many of you may be somewhat familiar with our information; but I realize for others this will be a first introduction to this topic. So my goal is to present some basic information on what economic indicators are available, but leave some time at the end of the webinar for specific questions.

First, I will outline the research and information our Bureau within DLEG produces for Michigan and its various labor markets. Next, I will give you more detail about how this local workforce information is produced, how you can access it, & how it hopefully has practical use in your job. Then I will outline some of our new publications and products and provide some information on how you can use our labor market information website.

Slide 2: No notes

Slide 3: So just what is Labor Market Information?

To state it simply, it's information on the job market and those looking for jobs.

And how do we "DO" labor market information, if you will?

Well, it requires us to collect data from employers via surveys or from administrative records, generate estimates from that data, analyze what the estimates mean, and distribute information on these trends to users.

Under the WIA legislation, we are charged with the responsibility for the development of a workforce information system for Michigan. This involves filling in existing data gaps between what local users need and what the federal data programs produce.

Slide 4: Why is this information important?

Well, as we all know, decisions are made every day in the private and public sectors that impact the economy and the workforce. And this type of labor market information is critical because many of these decisions involve the investment of very scarce public and private dollars.

There are plenty of examples of how information on the labor market can potentially be used to positively influence lots of decisions. For example:

Career decisions made by students and jobseekers can benefit from this type of information. Decisions made by private businesses, such as where to locate a plant or when to initiate hiring Job training decisions made by local workforce boards

Economic development strategies

Curriculum development in schools

All of these decisions can benefit from good information on the local economy.

Slide 5: The kinds of questions this information can help answer are pretty varied.

Employers/jobseekers might ask: What do jobs pay locally and how does this compare with neighboring regions?

Economic developers/employers: What are the local high-demand jobs? What are the local growth industries?

Educators/workforce planners: What occupations offer opportunities for placing recent graduates or the unemployed?

What key job skills are required in the labor market?

Prospective new businesses:

Is there a sufficient regional skilled workforce?

How educated is the local labor force?

Slide 6: In terms of the detailed economic indicators we include in the term labor market information, some examples are shown here.

These items fall into several broad categories; such as information on occupations, skills, wages, industries, labor force, population, and the characteristics of the labor supply.

Slide 7: And what about the practical use of this information. How might it be useful in your job?

I know all of you have different work responsibilities, but this slide hopefully gives some ideas of how this information could be useful.

Certainly knowledge of your local economy is an asset for those of you who deal directly with private business people. It will be obvious to them that you know about recent local job trends. It will help you in a way to speak their language.

This information is also clearly needed by those of you who work directly with jobseekers or persons exploring a career change. (bullet)

And as I will point out later, special tools like Local Employment Dynamics and ONET can assist those of you working with certain groups like older workers or persons with job barriers. Most of you need to know about demand occupations and growth sectors, and LMI data specifically addresses those needs.

Slide 8: I'd like to start first by going over some of the basic labor market indicators, how they are generated, how they can be used, and where you can go to get this type of data for Michigan and its regions and counties.

Our basic indicators are shown here, and reflect monthly, quarterly, or annual measures of employment and unemployment, estimates of the number of jobs and wages in a variety of different industries and occupations, and data on mass layoffs.

Slide 9: Labor force statistics are among our most widely used data sets. However, this is also one of our least understood programs regarding the components of the labor force, who is counted as employed and unemployed, and how the statistics are derived.

Slide 10: The Labor force variables include estimates of the size of the workforce, the number of employed and unemployed, and the jobless rate.

This data is published for a wide set of geographic areas, including the state, all metro areas, all counties, and larger cities and townships.

Like all of the data sets designed by BLS, all states use a consistent methodology so the labor force data for Michigan counties are fully comparable with other states.

Slide 11: Through a cooperative program with the Bureau of Labor Statistics, the Census Bureau collects information every month via the Current Population Survey (CPS).

This is a household survey which is conducted nationwide during the week that includes the 12th of the month.

Interviews are conducted, with each person who is age 16 and over, in about 60,000 households nationwide, including 1,800 households in Michigan.

The same household is included in the survey for 16 months (interviewed for 4 consecutive months - then off 8 - then on 4 more).

A series of questions are asked to determine who meets the definitions of employed...unemployed...not in the labor force.

National employment and unemployment estimates are derived directly from the household survey. State data comes primarily from the CPS but is supplemented with other variables in a regression model.

Slide 12: So just who is counted as <u>employed</u>?

You are counted as employed if you worked at least one hour during the survey week for pay or profit. (This includes workers in business and govt. - proprietors and family run businesses - the self-employed – and workers in agriculture)

Unpaid family workers are also counted as employed if they worked at least 15 hours during the survey week.

If you are absent from work due to illness, vacation, bad weather or a labor dispute, you are considered job-attached and are also counted as employed.

You are counted as employed regardless of the number of hours worked or the wage earned.

Slide 13: The most confusion exists on who is counted as unemployed. You must meet all three of the criteria listed here to be counted as unemployed in the labor statistics.

First, you must have done no work for pay during the week of the 12th of the month.

Second, you must have taken specific steps in the prior 4 weeks to find a job

And third, you must have been able and available to accept a job if offered

Notice that none of these criteria have anything to do with receipt of unemployment benefits.

The number of unemployed is much larger than the number of people receiving Unemployment Compensation. Large numbers of the unemployed are persons who are reentering the workforce after a period of absence or are seeking their first job, and are not eligible for UI benefits.

Slide 14: Those individuals who don't meet the definition of employed or unemployed are counted as NOT IN THE LABOR FORCE.

The vast majority of persons out of the labor force are retired, but many are not participating due to family responsibilities, school attendance, illness or disability, or transportation issues.

This group also includes persons who have stopped seeking work even though they indicate they want a job.

This includes the so-called discouraged workers, job seekers who want to work but who believe there are no jobs available, or who feel they won't be hired for personal reasons, such as too few skills, too little education, or that they are too young or too old.

Slide 15: How can this data be used? We use it to show:

- trends of employment and unemployment in a single area over time
- Or contrast multiple geographic areas in the rate of unemployment.

This slide is an example of how the counties of the state can be contrasted by mapping their jobless rates for 2007.

Slide 16: This brings us to the next major basic data series available from DLEG; that is information on employment and wages for detailed industries.

Slide 17: Before going further, I want to outline some data sources so you know where some of this information comes from:

We have 2 main programs that produce data on industries; one is a survey, and one uses administrative tax records.

This slide gives some information on the first source; the Current Employment Statistics survey.

Slide 18: A <u>more comprehensive</u> source for job and wage data for detailed industries is the Quarterly Census of Employment and Wages or QCEW; also known to some of you as the ES-202 database.

This data comes from administrative records, namely:

From Employers who are required to file quarterly unemployment insurance tax returns. Is a near-universe count of jobs and payroll

Released quarterly, available for all counties, and has the best industry and geographic detail. Besides a job count by industry, it also provides information on the number of firms in an industry sector and the average weekly wage.

On the flip side, it is less timely than the CES data, as there is a 7-month lag in the release of the data.

Slide 19: Data on industry jobs, industry wage levels, and job forecasts are available at our website www.michigan.gov/lmi

Both current and historical CES and QCEW data are available at this site.

The QCEW data on the site may be <u>particularly valuable for those of you needing county data</u>, because it is available for <u>detailed sectors</u>, and it is <u>interactive</u>.

For example, the Data Explorer tool on the site allows you to select the detailed <u>industries</u>, <u>counties</u>, and <u>quarters of data you want</u>. (2000 forward) It then can be displayed, printed, or extracted to a data file.

2014 industry job forecasts for Michigan regions are also available on the site, and national forecasts and staffing patterns are available from the Bureau of Labor Statistics site.

Slide 20: This table is a simple example of how industry job data can be used. It can answer the question of where the job growth has come from over the last decade in Michigan.

As you would expect, the broad industry sectors that have recorded the fastest rates of job growth all provide some sort of service. Many of these industries support professional jobs with solid wage levels.

Of course, Manufacturing is where the most job loss has occurred over this period. Michigan over the last 10 years has shed over 250,000 jobs in manufacturing alone for a drop of about 30 percent.

These of course are very broad industry sectors, but industry data can also be used to identify more detailed industries with job growth.

Slide 21: This table does just that, showing more detailed industries in Michigan with high rates of job gain over the last 10 years.

Although these industries differ substantially in the number of jobs they supply to the state economy, all of the sectors listed here recorded over double-digit job growth since 1997.

They represent a mix of industries that supply a combination of high skill and mid skill jobs at a mix of wage levels.

A similar analysis can be done for metro areas throughout the state using the Current Employment Statistics data.

QCEW data can be used to produce a similar table by county or Michigan Works! area.

Slide 22: This table shows how it is possible to download industry job data by Michigan Works! region from our website, and make comparisons.

The table displays the top eight Michigan Works! regions based on their job growth rate in the health care sector since 2004.

This table utilizes data from the Quarterly Census of Employment and Wages, and the same source could provide you with the number of firms in these regions in health care as well as the average weekly wage in the industry.

Slide 23: In your work, you often won't want to focus exclusively on industry data. Information on occupations is often what you will need, especially when attempting to identify what future demand jobs may be in your region, in helping employers identify the potential area labor supply, or in assisting students and jobseekers research career options. Of course, occupations and industries are two distinct concepts.

When we refer to occupations, we mean job titles. For example: Registered Nurses is an example of an occupation. Hospitals is an example of an industry. Information is produced by DLEG on how many workers exist in <u>specific occupations</u>, and the differential in wage rates paid for those occupations. We also produce forecasts of employment growth for a wide number of detailed occupations.

Other sources provide information on the skill requirements for specific jobs.

Slide 24: So how do we collect this information?

Another employer survey we conduct is called the Occupational Employment Statistics Survey. Employers report to us the job levels, wages, and employment distribution for each of their detailed occupations.

From this survey, we are able to provide users with employment and wage estimates by detailed occupation for Michigan and several regions throughout the state.

This survey also provides us with a critical link between industries and occupations; namely what we call staffing patterns; which provide the distinct job share breakdown by occupation for specific industries. This is critical to our ability to forecast occupational job trends.

Slide 25: DLEG produces occupational employment <u>forecasts</u> for 18 regions in the state. This provides a means to <u>contrast</u> the <u>expected demand</u> for different occupations in the regional economy, how many <u>new jobs</u> will be created, and the number of <u>job openings</u> expected <u>each year</u>.

These forecasts should be particularly useful to jobseekers in the Michigan Works! resource rooms and also for providing students with information on future growth careers.

We provided special spreadsheets with these regional forecasts last year to the Michigan Works! directors for their use in identifying high demand occupations for No Worker Left Behind eligibility.

Slide 26: <u>State and regional</u> occupational employment data can be found on the LMI website maintained by DLEG.

<u>2016 forecasts</u> of job growth for Michigan are on the site, and 2014 forecasts are available for 18 state regions. The 2016 regional projections will be released in early 2009.

The national occupational forecasts can be found at the Bureau of Labor Statistics web address shown here.

Slide 27: Possibly one of our most widely requested data sets by both employers and jobseekers is information on average pay for detailed occupations.

At the LMI website you can access average wage data for occupations in Michigan, its metroareas and four non-metro regions.

National averages are posted at the BLS website. The national occupational wages can also be drilled down to display wages for the same job title in different industries.

If you're interested in ranges of wages for a particular occupation, you'll find that information at the America's Career InfoNet website.

Slide 28: How can occupational data be used? This slide gives just one example. It shows where the largest numbers of new jobs in Michigan are expected through the year 2016.

Of the 315,000 new jobs expected by 2016, <u>Professional</u> occupations will add more jobs than any other sector. The 93,000 professional jobs added during this period will include computer engineers, analysts, and technical professionals. Computer & math, social science, and business jobs will all record double-digit job growth rates over this period.

Service occupations will also be a major source of additional employment. This group includes occupations such as building maintenance, personal service jobs, and tourism-related positions such as hotel, restaurant and amusement & recreation services, among others.

Health care positions will rank third in the number of positions added, with job growth of 64,000 over ten years. However, the health care occupations will lead all others in the rate of job gain, advancing by nearly 17 percent by the year 2016.

Slide 29: Another key factor affecting occupational growth is the educational and training requirements for specific jobs.

This chart emphasizes the fact that the occupations expected to provide the best job opportunities require post-secondary education or training. Jobs requiring a bachelor's or associate's degree are expected to expand much faster than average.

Associate's degree job gains are expected in computer, health, and engineering technician occupations.

Persons with a high school diploma and no further education or skills training will face an increasingly difficult job market.

Slide 30: What about the specific job titles with the highest expected growth rates?

This table is an example of the type of analysis you can do; by displaying specific high demand jobs, their respective forecast growth rates, the expected number of new job expected, and the average wage.

As you can see, both health care and technical occupations are well-represented among future high-demand occupations in Michigan.

There is also a mix of wage rates among the high growth rate occupations, with some wages below \$10/hour and others in excess of \$30/hour.

Slide 31: Go over bullet points

Slide 32: One other program to mention is the Mass Layoff Statistics program.

It provides information on temporary layoffs and plant closures, including information on the reasons for the layoffs, some limited demographic data, and an indication of the primary industries impacted by such layoff activity.

Are there any questions on the various sources of data I have discussed so far?

Slide 33: DLEG's Office of LMI has a few other tools I would like to mention.

Slide 34: The Annual Planning Information Report is an attempt to fulfill many of the data needs required by local workforce planners.

The report is prepared for each of the state's 25 Michigan Works Agencies, and includes local information on population & demographics, labor force, industries, occupations and skills. You'll find a downloadable version of the annual report at our website.

Slide 35: Our Career Outlook brochures, which are published for Michigan and 18 forecast regions, outline occupations with a positive local job outlook.

This series of pamphlets highlights the fastest-growing occupations, those with the largest number of annual job openings, and high growth occupations for various educational levels. The Michigan Career Outlook brochures provide a useful, quick, career planning document that clients of the Michigan Works! one stop centers can grab and take with them.

The updated 2014 Outlook edition will be available soon, both in print format and on the web.

They will also be supplied to all Michigan Works! agencies.

Slide 36: The LMI Quick Reference Guide is one publication I urge all of you to print off of our website if you are relatively new to the topic of labor market information.

We designed this publication for the use of front-line staff in the Michigan Works! agencies, who have to answer clients' questions about what type of information is available and how it can be obtained.

This publication gives a brief outline of key data sets and why they are useful, with step-by-step instructions on downloading them from the web. It also outlines LMI products and publications and useful information websites.

Slide 37: Another web product that may be useful to many of you is our quarterly **Michigan Talent Bank Job Seeker Summaries**, which provide demographic detail on the applicant pool for all 25 Michigan Works! agencies.

For each Workforce area, customized data is available on the number of Talent Bank applicants by occupation, the occupational distribution, as well as information on the educational attainment of applicants. State data is also available for comparison. In addition, information is produced on the occupational distribution of Michigan Talent Bank job orders.

This can be used to illustrate at a broad level the availability and characteristics of workers in the Michigan Talent Bank system.

Slide 38: This slide lists a few more of our products.

This includes the <u>Affirmative Action Information Report</u> which is a comprehensive package containing statistics for the state of Michigan, and its regions. It is designed to assist employers in completing an affirmative action plan by providing the data on the utilization of women and minorities in the local workforce.

<u>Michigan's Labor Market News</u> is a monthly newsletter containing current information and analysis of employment, unemployment, and job trends for Michigan and its major labor market areas. It also provides short articles on a variety of labor market topics. The newsletter is available by mail and can also be found at our website.

Upon request, our regional economic analysts are also available to do presentations on local labor market topics, or to conduct LMI training.

Our economic analysts can also assist any of you with downloading and formatting data off our website, and helping to analyze the trends the data display. If you don't feel comfortable working with numbers or data, we are certainly here to assist you.

Slide 39: I'd like to outline next some of our more recent LMI products and research projects.

Slide 40: There are several initiatives our Bureau has recently launched that hopefully address some long-standing information gaps.

First, we are now producing twice annually a comprehensive publication of indicators on the Michigan workforce. This report tracks Michigan labor market trends on a series of indicators related to the workforce, knowledge-based jobs, innovation, education, and the economy. It looks at recent trends in Michigan and provides national or regional comparisons.

We also completed a study of specific Innovation Indicators for the state workforce board. Our Michigan's Hot 50 Jobs brochures were distributed to all Michigan Works! centers and all school districts; and we are now working on updating that product with 2016 forecast information.

We also now conduct annually a new <u>Job Vacancy Survey</u>, and have launched two new programs (with similar names) that use existing administrative data sources to produce information on the dynamics of the job market.

DLEG is also heavily involved in the Governor's Green Job Initiative, and as part of that project, our bureau will be producing a study attempting to define and quantify green-related industries and occupations and the skills those jobs may require.

Slide 41: One gap in the workforce information system was always good current information on where the current job openings were and what occupations provide large numbers of job vacancies.

To fill this gap, we now publish annually information from the Michigan Job Vacancy Survey. The survey produces estimates of hiring demand and job vacancy characteristics by industry and occupation.

The goal of the employer survey is to identify the number, location, and characteristics of these open job opportunities in Michigan.

Slide 42: The vacancy survey results provide:

- A snapshot of regional trends in job vacancies
- The ability to target occupations with high vacancy rates for possible job development
- Real survey data on the education requirements for available jobs and the wages and benefits they provide.

Slide 43: Business Employment Dynamics is a relatively new program BLS has instituted nationally.

Prior to the establishment of this program, we could only demonstrate the net gain or loss in jobs among industries, but that hid the fact that jobs were constantly being created and lost in all

sectors. BED data nationally helps to demonstrate that job creation happens every quarter, even in industries like manufacturing that have experienced an overall loss of jobs.

The BED program produces data for states that demonstrates the share of jobs added to the economy by firm openings versus expansions at existing firms.

It also provides information on job losses broken down by firm closings versus job contractions at existing firms.

Industry detail from this source is not yet available for states.

Slide 44: One of the most exciting new programs is called Local Employment Dynamics, which has vastly increased the data available for counties and MWAs. This program helps to identify:

- the demographics and commuting patterns of the local workforce
- earnings for newly-hired workers by detailed industry sector with demographic detail
- industries likely to be impacted by the aging workforce
- the level of jobs <u>created</u> by industry in a region or county and the characteristics of the workers filling those jobs
- labor turnover rates in key industries
- The system has a feature call OnTheMap, which permits sophisticated mapping of labor sheds; this allows employers to quickly see where in the region their potential labor supply resides, and allows workers to see where potential job opportunities exist.

Slide 45: The system generates 29 quarterly workforce indicators by industry with demographic detail. This slide lists the major indicators on the LED website.

The type of data LED can produce simply does not exist from any other source.

Slide 46: What is the value of LED to local workforce information users? The depth of questions LED can address is shown on this slide. For example:

- How many jobs are created on a quarterly basis even among the declining industries in your region?
- If total jobs are falling in a key local industry, is this because the industry is recording below average job creation or because large numbers of persons are being separated from jobs?
- How do wages for new hires differ from overall wage rates in an industry? This is a particularly valuable distinction for workforce boards.
- What are turnover and retention rates; and how do they compare by industry and county?
- What are the characteristics and place of residence of the potential labor pool in your region?

Slide 47: The LED system can generate charts and tables of indicators like new hires. This is an example of what that output looks like. In this case, new hires are tracked by age group for Ingham County.

Both a chart and table are generated.

From this module, you can also download this information directly to an excel spreadsheet.

Slide 48: Industry Focus is another available tool through LED.

It allows a user to quickly identify the top industries in their area (top 10, top 20, etc) ranked by any of the 8 indicators of your choice, for the state or any workforce area or county, and by age and sex.

This has clear benefits for users such as economic developers, who need data on a specific local industry and its rankings locally.

It also is useful to local workforce boards. For example, when working with dislocated workers, LED can be used to identify the industries creating the most jobs filled by men or women over the age of 45.

For the youth programs run by the workforce boards, LED could identify industries paying above average wages for newly hired workers under the age of 22.

So LED can provide you with more targeted information on the specific industries or workforce populations that you work with.

Slide 49: LED also can produce charts and tables on the actual demographic characteristics of the workforce in specific industries in a county.

This slide gives such an example.

It shows Kent County workers in the professional, scientific, and technical services industry.

As you can see, men's new hire wages in this particular industry far outstrip those of women in many age cohorts except the youngest of workers.

This is not necessarily typical of all industries, as the wage distributions are often more balanced. But LED helps to identify these differences.

Slide 50: The On The Map feature of LED is very powerful.

The beauty of this application is that a user can quickly draw commute sheds or labor sheds for any custom area that they can freehand draw on a map.

A commute shed gives them a visual picture of the residents of a city or region, and where those residents work.

A labor shed does the reverse; it maps visually the individuals who work in a city, county, or region, and shows where they live.

This slide gives an example of a labor shed point map of persons who work in the City of Holland, Michigan, (the area circled in yellow) and shows where they live.

This could be useful for an economic developer attempting to demonstrate the available labor pool in the region.

Slide 51: Go over bullets

Also mention a similar scenario would work for those who work with dislocated workers. If many of your clients are men over the age of 45, LED can give some clues on industries that generate higher levels of job creation for that group.

Slide 52: This is the current DLEG Labor Market Information home page, that I have referenced several times already.

Most of the data we publish is here.

The website address is www.michigan.gov/lmi

The site has a Tour link on the home page that will quickly explain some of the features of the site.

Slide 53: The home page has a Fast Facts feature that quickly provides access to basic information on the state jobless rate, payroll jobs, and consumer prices.

Slide 54: Along the right side of the home page are a series of links to many of the products I have already mentioned.

Highlight some of the links

Slide 55: The buttons on the left side of the home page contain content designed for a specific customer group or for a specific type of data, such as employment or occupational data.

Clicking on any of these links will take you to a new page of additional resources.

Slide 56: This screen shot gives a partial picture of one of these pages; the Workforce Partners page.

There is obviously additional content below this that I could not display on this slide; but as you can see, by going to this page you get immediate access to a table of links that provide you with our occupational forecasts.

For example, if you click on the link to Health Care Support, a page will be displayed with the 2016 employment forecasts for all detailed health care support occupations. On the right hand side of the page are links to articles, web tools, or publications such as our Michigan Economic Indicators report.

Slide 57: One final area of the site I wanted to highlight is on the top bar of the home page; it is a module called Data Explorer.

This module is where you should go if you want to display data or download lots of data to excel.

It allows you to select the exact data elements, geographic areas, and months or years you want, and extract only the information you need.

Slide 58: This is an example of the output you receive from Data Explorer; in this case a table of employment and unemployment data for each of the metro areas in the state.

As you can see on the left side of the slide, many of the variables we have on the site from wages to industry jobs to forecasts can be displayed or downloaded using this interactive module.

Slide 59: Several additional LMI Tools are available from this site.

If you are interested in a specific geographic area, the Local <u>Area Profile</u> is for you. It gives a collection of economic information for a selected region. It provides economic indicators such as population, unemployment rates, wages and area employment outlook.

When you use the <u>Compare Occupations</u> tool you can compare data about different occupations side-by-side. Among the details, you'll find information on skills, work tasks, employment forecasts, wages, and training requirements.

Slide 60: Another key site I hope many of you are aware of is the DLEG Career Portal. This site is an attempt to consolidate many tools from many different sources that relate to careers. Links to resume assistance, job listings, apprenticeships, financial aid, job fairs and much more can be found at this site.

Slide 61: The Bureau of Labor Statistics site has information and data on the U.S., states, regions, metro areas, counties for just about all the labor-related topics you can imagine. It's the best source to go to if you need comparable data for multiple states or multiple regions across several states.

It also contains the Geographic Profile of Employment and Unemployment, which gives great demographic information on the Michigan workforce from the Current Population Survey

Slide 62: Career Infonet is another great resource for businesses, job seekers, and students. It has topic pages with resources of primary interest to these and other key users of career information.

The career videos it contains are extensive and widely used by students researching careers.

Slide 63: Skills information is becoming particularly critical, and the Onet site is the primary national source.

Information on skills can be <u>more useful</u> than focusing on job titles, as job titles <u>can change</u> and may <u>not be consistent across employers</u>. Basic skills, however, are portable and can be applied to jobs across the economy. ONET is designed to track these skill sets.

ONET allows you to <u>specify a specific occupation</u>, and receive very detailed skills information on that job ranked by importance and the level of knowledge.

Alternatively, users can <u>start with a set of skills</u> and generate a list of occupations that utilize those skill sets.

Slide 64: O-Net has a function called Browse by Onet Descriptor

It lets a user select a specific knowledge, ability, or skill area and identify occupations in which those are highly important or require a high level of competency.

I know some of you work with clients with limited proficiency in English. One function you might find useful in ONET Descriptor is under Knowledge, and a subcategory called English Language.

The website allows you to sort occupations based on the importance of knowledge of English to the job, and the level of proficiency the job requires. This could help you identify jobs that a client could fill even if their knowledge of English is below average.

Slide 65: Similarly, others of you may work with clients who are disabled or have limited physical abilities.

The ONET Descriptor lists some very specific physical abilities and allows you to rank occupations based on how important those physical attributes are to the specific job.

Clicking on any of these links would provide a ranking of occupations based on the importance or level of physical skills needed for the job.

Slide 66: If you'd like further information on any of our products, feel free to visit our website, contact our main office in Detroit, or get in touch with one of our regional economic analysts.

Slide 67: Questions?

Slide 68: No notes.